

City of Pleasant Hill

April 5, 2011

Department of Housing and Community Development
Division of Housing Policy Development
PO Box 952053
Sacramento, CA 94252-2053

APR 06 2012

RE: Annual General Plan and Housing Element Progress Report

To Whom It May Concern:

Attached is a copy of the City of Pleasant Hill report on the status of the General Plan and progress in meeting the City's share of the regional housing needs pursuant to California Government Code § 65400. It is submitted to the Department of Housing and Community Development per § 65400.

This report was approved by the Pleasant Hill City Council on April 2, 2012. If you have any questions, please contact me at 925-671-5224 or tfujimoto@ci.pleasant-hill.ca.us.

Sincerely,



Troy Fujimoto
Senior Planner

Attachments

CC: File

RESOLUTION NO. 24-12

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PLEASANT HILL,
ACCEPTING THE ANNUAL REPORT ON THE CURRENT STATUS OF
IMPLEMENTATION OF THE HOUSING ELEMENT AND GENERAL PLAN

WHEREAS, Section 65400 of the California Government Code requires that each legislative body report annually on the progress of the implementation of the Housing Element and General Plan to the Governor's Office of Planning and Research, and the State Department of Housing and Community Development; and

WHEREAS, an annual report has been prepared and submitted for Planning Commission review summarizing the progress that has been made in implementing the General Plan and Housing Element in 2011; and

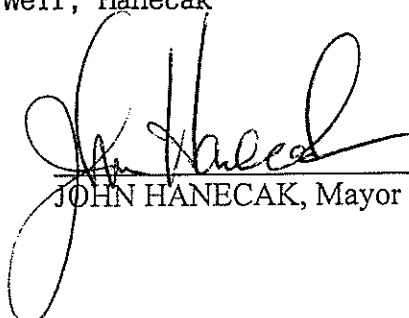
WHEREAS, on March 13, 2012, the Planning Commission, as the City planning agency, recommended the City Council accept the annual report of the current status of the implementation of the Housing Element and General Plan; and

WHEREAS, this annual report is statutorily exempt from environmental review under the California Environmental Quality Act (CEQA) pursuant to Section 15262 ("Feasibility and Planning Studies") of the Guidelines for the Implementation of CEQA.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Pleasant Hill hereby accepts the attached annual report and directs staff to transmit the report to the Governor's Office of Planning and Research and the State Department of Housing and Community Development.

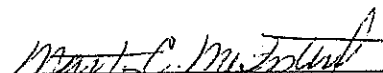
ADOPTED by the City Council of the City of Pleasant Hill, at a regular meeting of the City Council held on the 2nd day of April, 2012, by the following vote:

AYES: Durant, Harris, Weir, Hanecak
NOES: None
ABSTAIN: None
ABSENT: Williamson



JOHN HANECAK, Mayor

ATTEST:

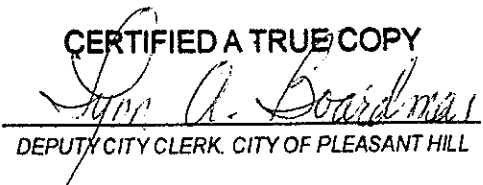


MARTEC C. MCINTURE, City Clerk

Approved as to form:


DEBRA S. MARGOLIS, City Attorney

CERTIFIED A TRUE COPY


LYNN A. BOARDMAN
DEPUTY CITY CLERK, CITY OF PLEASANT HILL

(CCR Title 25 §6202)

Jurisdiction	City of Pleasant Hill
Reporting Period	1-Jan-11 - 31-Dec-11

Table A

Annual Building Activity Report Summary - New Construction Very Low-, Low-, and Mixed-Income Multifamily Projects

Housing Development Information										Housing with Financial Assistance and/or Deed Restrictions			Housing without Financial Assistance or Deed Restrictions
1	2	3	4				5	5a	6	7	8		
Project Identifier (may be APN No., project name or address)	Unit Category	Tenure R=Renter O=Owner	Affordability by Household Incomes				Total Units per Project	Est. # Infill Units*	Assistance Programs for Each Development	Deed Restricted Units	Note below the number of units determined to be affordable without financial or deed restrictions and attach an explanation how the jurisdiction determined the units were affordable. Refer to instructions.		
			Very Low-Income	Low-Income	Moderate-Income	Above Moderate-Income			See Instructions	See Instructions			
										0			
										0			
										0			
										0			
										0			
										0			
										0			
(9) Total of Moderate and Above Moderate from Table A/3							6						
(10) Total by income Table A/A3			0	0	0	0	6						
(11) Total Extremely Low-Income Units*			0										

* Note: These fields are voluntary

ANNUAL ELEMENT PROGRESS REPORT (Table B Revised)
Housing Element Implementation
(CCR Title 25 §6202)

Jurisdiction	City of Pleasant Hill
Reporting Period	1-Jan-11 - 31-Dec-11

Table A2
Annual Building Activity Report Summary - Units Rehabilitated, Preserved and Acquired pursuant to GC Section 65583.1(c)(1)

Please note: Units may only be credited to the table below when a jurisdiction has included a program it its housing element to rehabilitate, preserve or acquire units to accommodate a portion of its RHNA which meet the specific criteria as outlined in GC Section 65583.1(c)(1)

Activity Type	Affordability by Household Income				(4) The Description should adequately document how each unit complies with subsection (c)(7) of Government Code Section 65583.1
	Extremely Low-Income*	Very Low-Income	Low-Income	TOTAL UNITS	
(1) Rehabilitation Activity	0	0	0	0	
(2) Preservation of Units At-Risk	0	0	0	0	
(3) Acquisition of Units	0	0	0	0	
(5) Total Units by Income	0	0	0	0	

* Note: This field is voluntary

Table A3
Annual building Activity Report Summary for Above Moderate-Income Units (not including those units reported on Table A)

	1. Single Family	2. 2 - 4 Units	3. 5+ Units	4. Second Unit	5. Mobile Homes	6. Total	7. Number of infill units*
No. of Units Permitted for Moderate	0	0	0	0	0	0	0
No. of Units Permitted for Above Moderate	6	0	0	0	0	6	1

* Note: This field is voluntary

ANNUAL ELEMENT PROGRESS REPORT (Table B Revised)
Housing Element Implementation
(CCR Title 25 §6202)

Jurisdiction City of Pleasant Hill
Reporting Period 1-Jan-11 - 31-Dec-11

Table B

Regional Housing Needs Allocation Progress

Permitted Units Issued by Affordability

Enter Calendar Year starting with the first year of the RHNA allocation period. See Example.		2007	2008	2009	2010	2011	2012	2013	2014	Total Units to Date (all years)	Total Remaining RHNA by Income Level
Income Level	RHNA Allocation by Income Level	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8		
Very Low	Deed	8								8	152
	Restricted Non-deed restricted										
Low	Deed										105
	Restricted Non-deed restricted										
Moderate	Deed	2								2	103
	Restricted Non-deed restricted	1								1	
Above Moderate		140	8	4	1	6				159	98
Total RHNA by COG.											
Enter allocation number.		150	9	4	1	6				170	458
Total Units											
Remaining Need for RHNA Period											

Note: units serving extremely low-income households are included in the very low-income permitted units totals.

ANNUAL ELEMENT PROGRESS REPORT (Table B Revised)
Housing Element Implementation
(CCR Title 25 §6202)

Jurisdiction	City of Pleasant Hill
Reporting Period	1-Jan-11 - 31-Dec-11

Table C
Program Implementation Status

[illegible]

ANNUAL ELEMENT PROGRESS REPORT (Table B Revised)
Housing Element Implementation
(CCR Title 25 §6202)

Jurisdiction	City of Pleasant Hill
Reporting Period	1-Jan-11 - 31-Dec-11

General Comments:



CITY COUNCIL STAFF REPORT

Meeting Date: April 2, 2012

City of Pleasant Hill

TO THE HONORABLE MAYOR AND CITY COUNCILMEMBERS

SUBJECT ANNUAL REPORT ON THE STATUS OF THE CITY OF PLEASANT HILL GENERAL PLAN AND PROGRESS IN MEETING THE CITY'S SHARE OF THE REGIONAL HOUSING NEEDS PURSUANT TO GOVERNMENT CODE SECTION 65400

SYNOPSIS

Government Code Section 65400 requires the City to provide an annual report to the Governor's Office of Planning and Research and the State Department of Housing and Community Development (HCD) concerning the status of the General Plan, progress in its implementation, and progress toward meeting the City's share of regional housing needs. The attached report (Exhibit B) provides this information for 2011. The Planning Commission has reviewed the report and concurs with its content.

DISCUSSION

This annual report summarizes the City's key accomplishments in implementing the General Plan in 2011. This report provides an update based on the recent Housing Element that was adopted and approved by the City Council and the State Department of Housing and Community Development in 2011. To date, the City has approved approximately one third of the housing units established for the City by the Association of Bay Area Governments (ABAG) through its Regional Housing Need Allocation ("RHNA") for the current planning period concluding in December 2014. In addition, progress toward achieving the RHNA goals for development of extremely low, very low, low, and moderate income level housing has been limited (five affordable units approved), due in large part to the ongoing economic climate affecting housing development at local, regional and national levels. More information is provided in the attached annual report. The annual report also provides a summary of the status of General Plan implementation activities for 2011, including a summary of various projects and major capital improvement project accomplishments.

FISCAL IMPACT

None.

**ANNUAL GENERAL PLAN AND
HOUSING ELEMENT REPORT**

April 2, 2012

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PUBLIC CONTACT

Public contact was made through posting of the City Council Agenda on the City's official notice bulletin board, posting of the agenda and staff report on the City's web page, and availability of the agenda and staff report in the City Clerk's office, at the County Central Library, and at the Pleasant Hill Police Department.

ALTERNATIVES TO RECOMMENDED ACTION

Provide staff with direction to modify the annual General Plan and Housing Element report prior to transmittal.

RECOMMENDED CITY COUNCIL ACTION

Adopt the resolution accepting the annual report of the current status of implementation of the Housing Element and General Plan and authorize transmittal of the report to the Governor's Office of Planning and Research and the State Department of Housing and Community Development.

Prepared by: Troy Fujimoto
Senior Planner

Reviewed by: Greg Fuz
City Planner
June Catalano
City Manager

Attachments: Exhibit A – Proposed Resolution
Exhibit B – March 13, 2012 Planning Commission Staff Report
Exhibit C – Planning Commission Resolution No. 05-12

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PLEASANT HILL,
ACCEPTING THE ANNUAL REPORT ON THE CURRENT STATUS OF
IMPLEMENTATION OF THE HOUSING ELEMENT AND GENERAL PLAN

WHEREAS, Section 65400 of the California Government Code requires that each legislative body report annually on the progress of the implementation of the Housing Element and General Plan to the Governor's Office of Planning and Research, and the State Department of Housing and Community Development; and

WHEREAS, an annual report has been prepared and submitted for Planning Commission review summarizing the progress that has been made in implementing the General Plan and Housing Element in 2011; and

WHEREAS, on March 13, 2012, the Planning Commission, as the City planning agency, recommended the City Council accept the annual report of the current status of the implementation of the Housing Element and General Plan; and

WHEREAS, this annual report is statutorily exempt from environmental review under the California Environmental Quality Act (CEQA) pursuant to Section 15262 ("Feasibility and Planning Studies") of the Guidelines for the Implementation of CEQA.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Pleasant Hill hereby accepts the attached annual report and directs staff to transmit the report to the Governor's Office of Planning and Research and the State Department of Housing and Community Development.

ADOPTED by the City Council of the City of Pleasant Hill, at a regular meeting of the City Council held on the 2nd day of April, 2012, by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

JOHN HANECAK, Mayor

ATTEST:

MARTY C. McINTURF, City Clerk

Approved as to form:


DEBRA S. MARGOLIS, City Attorney

Planning Commission

staff report

March 13, 2012

Consent Item 1: ANNUAL REPORT ON THE STATUS OF THE CITY OF PLEASANT HILL GENERAL PLAN AND PROGRESS IN MEETING THE CITY'S SHARE OF THE REGIONAL HOUSING NEEDS PURSUANT TO GOVERNMENT CODE SECTION 65400

Project Staff: David Boatwright, Housing Coordinator
dboatwright@ci.pleasant-hill.ca.us (925) 671-5266

Troy Fujimoto, Senior Planner
tfujimoto@ci.pleasant-hill.ca.us (925) 671-5224

I. INTRODUCTION

A. Background

State planning law requires the City to prepare an annual status report on the General Plan. Specifically, Government Code Section 65400 requires, in relevant part, that the City planning agency:

1. Investigate and make recommendations to the legislative body regarding reasonable and practical means for implementing the General Plan or element of the General Plan, so that it will serve as an effective guide for orderly growth and development, preservation and conservation of open-space land and natural resources, and the efficient expenditure of public funds relating to the subjects addressed in the General Plan.
2. Provide an annual report to the legislative body, the Office of Planning and Research, and the Department of Housing and Community Development that includes all of the following:
 - a. The status of the plan and progress in its implementation.
 - b. The progress in meeting its share of regional housing needs determined pursuant to Section 65584 and local efforts to remove governmental constraints to the maintenance, improvement, and development of housing pursuant to paragraph (3) of subdivision (c) of Section 65583.
 - c. The degree to which its approved general plan complies with the guidelines developed and adopted pursuant to Section 65040.2 and the date of the last revision to the general plan.

This report provides an update on the status of the General Plan, in particular the Housing Element, and the progress made in meeting goals and objectives for the year 2011.

B. Report Layout

This report is divided into the following sections:

- A description of progress in meeting regional housing needs for 2011.
- A description of the progress in implementing various programs in the Housing Element.
- A description of the status of the General Plan activities for 2011.

In addition, the California Annual Element Progress Report Form (Attachment B) is also provided. This form summarizes housing production for the last year and tracks the City's progress toward achieving its Regional Housing Needs Allocation (RHNA) and the overall status of Housing Element program implementation (this is found separately within Attachment B).

II. ANALYSIS

A. Progress in Meeting Regional Housing Needs

The regional council of governments (the Association of Bay Area Governments "ABAG") is charged by the State with the responsibility for determining the number of new housing units needed in a community for the upcoming planning period. The State of California provides population estimates to each regional council of governments and this agency then allocates the estimated housing units needed by income category among its member communities. The estimated number of housing units needed in Pleasant Hill, as determined and approved by ABAG, is set forth in Table 1 below. This table reflects the planning period from January 1, 2009 to December 31, 2014.

TABLE 1
HOUSING NEED BY INCOME CATEGORY (2009-2014)

Income Category	Five Year Need Housing Units (% of Total)
Extremely Low (<30% median income)	74 (11.8%)
Very Low Income (<50% median income)	86 (13.7%)
Low Income (<80% median income)	105 (16.7%)
Moderate Income (<120% median income)	106 (16.9%)
Above Moderate (>120% median income)	257 (40.9%)
TOTAL	628 (100%)

Source: Based on Association of Bay Area Governments (ABAG) figures.

Generally, Very Low Income households have incomes which do not exceed 50% of the area median income, Low Income households have incomes which do not exceed 80% of area median income, Moderate Income Households have incomes which do not exceed 120% of area median income, and Above Moderate Income households have incomes greater than 120% of area median income. (See Title 25 Cal. Code of Regs. §6910 *et. seq.*) Also, while they are not shown as a category in the RHNA distribution from ABAG, a 2006 State law amended Government Code §65583(a)(1) so that it now requires “documentation of projections and a quantification of the locality's existing and projected housing needs for all income levels, including extremely low-income households. There are two methods that the City may use to calculate this number; either 50 percent of the very-low income units be considered as extremely-low income or using the most recent decennial census data to calculate the percentage/number of extremely-low income units. Staff analysis has determined that using the 2000 Census data to allocate the ELI units results in an estimated need of 74 ELI units for this planning period.

Although the ABAG Regional Housing Needs Allocation (RHNA) for the current Housing Element is for 2009-2014, we are allowed to count units constructed since 2007 towards this RHNA. Since adoption of the RHNA, housing units within the City have been approved and/or constructed, thus, adding to the housing stock. Table 2 includes information reflecting units added to Pleasant Hill's housing stock since 2007 and through 2011.

TABLE 2

UPDATED REGIONAL HOUSING NEED ALLOCATION TO YEAR 2011

HOUSEHOLD INCOME LEVEL	REGIONAL HOUSING NEED DETERMINATION (2009-2014)	UNITS ADDED TO HOUSING STOCK, 2007-2010	UNITS CONSTRUCTED	UNITS APPROVED (but not constructed)	REMAINING BALANCE OF REGIONAL HOUSING NEED DETERMINATION
			2011		
Extremely Low	74	0	0	0	74
Very Low	86	8	0	1 ^A	77
Low	105	4	0	0	101
Moderate	106	8	0	4 ^B	94
Above Moderate	257	153	6	28 ^C	70
Total	628	173	6	33	416

^A One very-low income unit has been approved but not constructed at Villa Montanaro (Phase II).

^B One secondary unit at Price Lane and Sancerre Village, and two moderate units at Villa Montanaro (Phase II).

^C These units are comprised of the following: 7 units at Villa Montanaro (Phase II); 7 units at Sancerre Village; 5 units on Price Lane Subdivision; 3 units at Cortsen Minor Subdivision; 2 units at Fakurnejad Minor Subdivision; 2 units at Antonini Minor Subdivision; and 2 units at Morello Estates Minor Subdivision.

Overall, while the City has produced some affordable units during this Housing Element period, there is still an unmet need. The City does have approximately \$250,000 in a dedicated housing fund (Fund 34), as a result of in-lieu fees paid pursuant to the City's inclusionary housing ordinance. These funds are available to assist with the production of very-low income units if the opportunity arises.

B. Progress in Implementation of the Housing Element

The City of Pleasant Hill Housing Element update was adopted by the City Council in August 2011 and subsequently, certified by the State Department of Housing and Community Development in October 2011. The Housing Element includes multiple mandatory programs with specific timeframes for implementation. The Housing Element identified a Housing Program Strategy with 9 goals, 26 policies and 58 programs. Attachment B (Evaluation of Housing Element Implementation Programs) lists these goals and programs in detail and reports on their current status for this reporting period of January 1, 2011 to December 31, 2011.

Note: During this past year, the State enacted legislation (ABx1 26) to initiate dissolution of redevelopment agencies throughout the State. Various legal challenges were filed with respect to this legislation delaying its implementation. On December 29, 2011, the California Supreme Court issued an opinion in *California Redevelopment Association v. Matosantos*, upholding Assembly Bill x1 26 (codified as Health and Safety Code Sections 34161-34191) ("ABx1 26") and invalidating Assembly Bill x1 27 (the legislation that would have permitted redevelopment agencies to continue operation if their sponsoring jurisdiction agreed to make certain payments for the benefit of schools and special districts). As a result, all California redevelopment agencies were dissolved, effective February 1, 2012. With the dissolution of redevelopment agencies, Pleasant Hill will lose the opportunity, and its share of local property tax revenues, to help initiate new development projects or to continue to improve existing projects. More specifically, with respect to affordable housing, redevelopment will no longer be available to help create or assist new affordable housing development in any of the Housing Opportunity Sites in Table H-22 of the Housing Element. Lastly, the loss of Redevelopment will eliminate additional funding for efforts to provide and preserve affordable housing throughout the community.

C. Status of General Plan Activities

During this reporting period, no amendments to the General Plan were considered or approved. The following are other examples of significant recent General Plan implementation actions by the City:

1. Various Downtown commercial projects were reviewed and approved including the forthcoming Golfsmith store, Togo's restaurant, Fleet Feet relocation, European Wax, etc. (Community Development [CD] Goal 3, CD

Policy 3A, Economic Strategy [ES] Goal 1, 2 & 3, ES Policy 2C, 3C, 3D & 4A).

2. Various retail commercial development projects were reviewed and approved including Safeway, Big 5, Buy Buy Baby, Diablo Crossfit, etc. (CD Goal 4, CD Policy 3A, ES Goal 2 & 3, ES Policy 2C, 3B, 3C, 3D & 4A)
3. Pleasant Hill Recreation and Park District projects including a new Senior Center, Teen Center and Community Center, were reviewed and approved (CD Goal 17, 18, 19, & 24).
4. A major expansion for the Oasis Christian Church was reviewed and approved (CD Policy 2A, CD Goal 16).
5. An expansion of the Pleasant Hill YMCA was reviewed and approved (CD Policy 2A, CD Goal 15, 16, 17, 18 & 19).
6. A reasonable accommodation to allow living area for a person with disabilities was approved (Housing [H] Policy 7A).
7. Ordinances were reviewed and adopted by the City Council including a Comprehensive Zoning Ordinance Amendment updating various provisions of the ordinance, Sign Ordinance Amendment Minor Exception Ordinance, and Water Efficient Landscape Ordinance. In addition, a draft ordinance updating the City's zoning regulations pertaining to group residential uses (including transitional and supportive housing, single room occupancy housing, care facilities and large family daycare has been reviewed by the Planning Commission and is currently under consideration by the City Council. And, a draft ordinance to establish a streamlined lot consolidation process is also currently under consideration by the City Council (CD Goal 1, ES Goal 1 & 2).
8. Rezoning of 2387 Lisa Lane and properties off of Morello Avenue to conformance with the General Plan (CD Program 2.1 & 2.2).
9. Completed a Green House Gas Emissions Inventory for the City (Safety and Noise [SN] Goal 8).
10. The annual \$235,000 payment from the City's Redevelopment Agency to Grayson Creek Apartments (100% affordable), was made on July 1, 2011. These payments will continue until 2031 (totaling \$7,820,00), and were included in the Agency's Enforceable Payment Schedule, consequently they are protected and will continue even though the redevelopment agency has been dissolved by the state (H Program 3.6).
11. Two loans totaling \$149,000 and five grants totally \$13,925 were made from the Redevelopment Agency's Housing Rehabilitations Loan program. Two additional loans totaling \$84,000 were approved but rescinded due to the dissolution of redevelopment by the state and providing grants and monies for rehabilitation and other improvements (H Program 5.3).

More information on Housing Element Programs and the implementation actions taken by the City can be found in Attachment B. The City continues to actively pursue implementation of the goals, policies and programs of its 2003 General Plan. In addition, to the examples mentioned above, the following are examples of recent General Plan implementation actions included in the City's Capital Improvement Program:

1. Street Resurfacing Program – installed rubberized asphalt chip seal and micro-surfacing seal and re-striped 28 residential streets and one collector (Circulation [Cir] Goal 1).
2. Traffic Restriping Program – installed thermoplastic pavement markings, reflectors, striping, curb painting and signage, including upgrades to 25 uncontrolled crosswalks throughout the City, and other visibility enhancements at various median island noses along regional arterial streets (Cir Goal 1 & 3).
3. Citywide Bridge Repairs – replaced existing wood bridge with new wood members, new concrete abutments, and installed a new vinyl coated chain link fence and sidewalk approaches (Cir Goal 1 & 5).
4. Storm Drain Facilities Maintenance Program – repaired and replaced failed drainage systems, including conveyance pipes, concrete valley gutters, street curb and gutters, and drainage inlets at 4 locations (Soule, North Marta, Hoover and Elderwood) (SN Goal 1).
5. Annual Creek Clean Up Maintenance Program – coordinated with over 400 residents to clear portions of the creek along their properties of debris and vegetation (SN Goal 1).
6. City Hall Pond Plumbing System Repairs - overhauled the plumbing system and installed a water softener and an ultra violet disinfection system to improve the overall water quality of the pond, including a new bio-filter and subsurface aerators to enhance water quality (CD Goal 8).
7. Lisa Lane Sidewalk Replacement – installed numerous public improvements, including new sidewalks, ADA accessible curb ramps, bike lanes, curb and gutter, storm drain pipes, inlets and drainage enhancements, fencing, pavement repair and resurfacing, and traffic signage and striping along Lisa Lane (Cir Goal 1 & 5, SN Goal 1).
8. Oak Park Boulevard/Patterson Boulevard Improvements – installed new traffic signal poles and equipment at Oak Park Boulevard and Patterson Boulevard. Other public improvements include new sidewalk, ADA improvements, new drainage facilities, and pavement overlay, and striping for new bike facilities (Cir Goal 1, 2 & 5).

D. CEQA Status

This annual report is statutorily exempt pursuant to Section 15262 of the Guidelines for the Implementation of the California Environmental Quality Act pertaining to preparation of feasibility and planning studies.

III. RECOMMENDATION

Staff recommends that the Planning Commission review the Annual Report concerning implementation of the General Plan and Housing Element and adopt the attached resolution recommending that the City Council find the Annual Report accurately depicts the current status of the City of Pleasant Hill with respect to the General Plan and Housing Element.

IV. ATTACHMENTS

Attachment A	Proposed Resolution
Attachment B	Annual Element Progress Report – California Housing and Community Development Form

ATTACHMENT A

RESOLUTION NO. __-12

A RESOLUTION OF THE PLANNING COMMISSION, CITY OF PLEASANT HILL,
RECOMMENDING THE CITY COUNCIL ACCEPT THE ANNUAL REPORT OF THE
CURRENT STATUS OF IMPLEMENTATION OF THE HOUSING ELEMENT
AND GENERAL PLAN

WHEREAS, Section 65400 of the California Government Code requires that each planning agency report annually on the progress on the implementation of the General Plan; and

WHEREAS, the annual report has been prepared and submitted for Planning Commission review summarizing the progress that has been made in implementing the General Plan and Housing Element in 2011; and

WHEREAS, this annual report is statutorily exempt from environmental review under the California Environmental Quality Act (CEQA) pursuant to the Guidelines for the Implementation of CEQA, Section 15262, Feasibility and Planning Studies.

NOW, THEREFORE, BE IT RESOLVED, that the Planning Commission of the City of Pleasant Hill recommends the City Council accept the annual report and direct staff to transmit the report to the Governor's Office of Planning and Research and the State Department of Housing and Community Development.

ADOPTED by the Planning Commission, City of Pleasant Hill, on the 13th day of March, 2012.

AYES:

NOES:

ABSTAIN:

ABSENT:

GREG FUZ, Secretary
Planning Commission

Approved as to form:


DEBRA S. MARGOLIS, City Attorney

ATTACHMENT B

2011 Evaluation of Housing Element Programs

Program	Responsible Agency	Quantified Objective	Timeframe	Current Status	Next Steps
Housing Goal 1. Maintain a housing supply sufficient to meet the housing needs of all Pleasant Hill residents.					
Housing Policy 1A.	Monitor residential and job producing development in the city in order to maintain an adequate housing supply for city residents.				
Housing Policy 1B.	Maintain a sufficient supply of residential land with appropriate zoning to meet locally generated housing needs.				
Housing Policy 1C.	Provide active leadership in implementing the policies and programs contained in the Housing Element.				
Housing Policy 1D.	Encourage and facilitate inter-jurisdictional development of affordable housing.				
<p><i>Housing Program 1.1. Report annually to the City Council and Planning Commission regarding the amount and type of housing activity.</i></p> <p><i>As required by State law, City staff provides a yearly report on the progress made toward achieving the City's housing goals.</i></p>	Public Works & Community Development Department, Planning Commission	N/A	2007-2014	Annual reports are provided to the City Council and Planning Commission	Annual reports to the City Council and Planning Commission will continue.
<p><i>Housing Program 1.2. Work with the Regional Transportation Planning Committees (TRANSPAC/TRANSPAN) and the other transportation sub-regions to limit potential traffic congestion created through new development.</i></p> <p><i>City staff is required by the Congestion Management Authority to notify TRANSPAC when new housing development proposals generate 100 or more peak hour trips per day.</i></p>	Public Works & Community Development Department, TRANSPAC	N/A	2007-2014	The City has worked with the Regional Transportation Planning Committees (TRANSPAC) and actively participates with the regional transportation agency (CCTA), both of which are tasked to limit traffic congestion throughout the City and larger region.	Continue to work with and participate with TRANSPAC and CCTA to address traffic congestion related to new development.
<p><i>Housing Program 1.3. Continue to provide zoning categories that allow a range of housing densities sufficient to meet the City's share of Regional Housing Needs, as required by ABAG, and encourage a mix of land uses and residential densities when compatible with the neighborhood and environmental impacts are mitigated.</i></p> <p><i>The City will monitor residential development and progress in implementing the Housing Element annually and report the findings to the City Council and the Department of Housing and Community Development. Current data indicate that the City has enough residentially zoned land to meet housing needs during the 2007-2014 period. The City will comply with the "no net loss" provisions of Government Code Sec. 65863 and ensure that adequate sites for housing are maintained throughout the planning period.</i></p>	Public Works & Community Development Department, Planning Commission, City Council	N/A	2007-2014	<p>Continue to maintain different zoning districts that have a range of densities to accommodate single and multi-family residential development.</p> <p>Continue to monitor and report on residential development on an annual basis to the City Council and Department of Housing and Community Development through the annual housing update.</p>	Maintain and respond to future housing needs by rezoning appropriate sites throughout the City as needed and continue to monitor residential development in the City and report back to the City Council and Department of Housing and Community Development annually.

Program	Responsible Agency	Quantified Objective	Timeframe	Current Status	Next Steps
<i>Housing Program 1.4. Continue to utilize Planned Unit Development zoning. PUD (Zoning Ordinance Chapter 18.30) allows for flexible development of large and/or contiguous parcels that may include housing along with other uses.</i>	<i>Public Works & Community Development Department, Planning Commission, City Council</i>	N/A	2007-2014	The City has approved various projects with and within the Planned Unit Development zoning designation. This includes projects within the Crossroads Shopping Center (2302 Monument Blvd) and Downtown Pleasant Hill. The existing zoning ordinance - includes regulations for projects that request PUD zoning.	Continue to utilize planning unit development zoning when appropriate.
<i>Housing Program 1.5. Continue to allow residential development on land designated for office uses. Encourage affordable housing in every proposed residential development, and for every non-residential proposal, consider a mix of uses that includes housing.</i> <i>City staff will inform developers of Pleasant Hill's inclusionary ordinance, objectives for affordable housing and the need of affordable housing in projects of five or more units. The City will provide incentives such as density bonus, modified development standards, and financial subsidies to encourage and facilitate the production of affordable units, including extremely-low-income when feasible.</i>	<i>Public Works & Community Development Department, Planning Commission, City Council</i>	2 L 28 M	2007-2014	The existing zoning ordinance allows residential uses in the PAO (office) zoning district through a use permit process. No requests for residential development on land designated for office use were made during the current reporting period.	Continue to consider residential uses on sites zoned for office uses.
<i>Housing Program 1.6. Continue to work with the County and neighboring cities to increase the opportunity to jointly develop affordable housing.</i> <i>The City worked with the County on the BRIDGE Grayson Creek project (2001- 2003) and the agreement for Mixed Use development of the former Oak Park Elementary School site (1700 Oak Park Boulevard - 1999). The City also worked with all Contra Costa communities on the "Shaping our Future" (Smart Growth) study, completed in 2003.</i>	<i>Public Works & Community Development Department, City Council, Redevelopment Agency-City Manager's Designee</i>	Contact County and surrounding cities on a semi-annual basis to explore opportunities for affordable housing.	2007-2014 and Ongoing	The City continues to work with Contra Costa County where possible.	Continue to collaborate with the County regarding affordable housing.
<i>Housing Program 1.7. Extremely-low-income (ELI) households are a subset of very-low-income households who earn 30 percent or less of the median income. Many ELI households face a severe cost burden related to housing (more than 50 percent of income going toward housing costs), and they are the income group most likely to experience a housing crisis when faced with rent increases, foreclosure, or other adverse</i>	<i>Public Works & Community Development Department, Redevelopment Agency-City Manager's Designee</i>	N/A	2011-2012	The City has not started an analysis of local ELI housing needs. The City has not received any requests for housing subdivision requests within the reported planning period.	Begin the ELI housing needs analysis and establish a local policy that establishes a target percentage of affordable funds to meet the local need.

Program	Responsible Agency	Quantified Objective	Timeframe	Current Status	Next Steps
<p>events. The City will conduct an in-depth analysis of ELI housing needs and develop a local policy target percentage of affordable housing funds to meet the housing needs of this segment of the City's population, consistent with all applicable statutory obligations.</p> <p>The City shall pay 100 percent of the application processing fees from the City's affordable housing fund for developments in which 5 percent of units are affordable to ELI households. To be eligible for this subsidy, the units shall be restricted by affordability covenant. The waiving or reduction of mitigation fees may also be considered when an alternative funding source is identified for these fees. The City shall promote the benefits of this program to the development community by posting information on its website and creating a handout to be distributed with land development applications.</p>					<p>Complete the posting of information/ creation of a handout promoting permitting assistance for affordable housing proposals.</p> <p>Due to the dissolution of redevelopment by action of the State of California, the City will no longer have an affordable housing fund financed by redevelopment to assist in the funding of this program.</p>
Housing Program 1.8. To ensure that the provisions of Measure B that were adopted into the Zoning Ordinance do not pose an unreasonable constraint to achieving the City's housing objectives, the City will monitor development and report in its Annual Progress Reports required pursuant to Government Code Section 65400, and if it is determined that these provisions are preventing the rezoning of parcels needed to accommodate a portion of the City's needs for lower-income housing, an amendment to those provisions will be initiated.	Public Works & Community Development Department, City Council	N/A	Each year as part of the annual monitoring reports	The City continues to monitor the impact of Measure B provisions on achieving the City's housing objectives. There were no requests for residential re-zonings in 2011 that were impacted by the provisions of Measure B as they have been incorporated into the City's zoning ordinance.	Provide an update in the upcoming annual report pertaining to the impact of the provisions of Measure B in achieving City housing objectives.
Housing Goal 2. Promote diversity in tenure, type, size, location and price to permit a choice of housing for persons of all economic levels.					
Housing Policy 2A.	Allow a variety of housing types to be built on residential sites.				
Housing Policy 2B.	Remove constraints to production and availability of housing when consistent with other General Plan policies.				
Housing Policy 2C.	Facilitate priority "fast track" processing by shortening the review process where appropriate for affordable, below market rate and special needs housing projects.				
Housing Policy 2D.	Encourage mixed-use development at underutilized sites, where appropriate.				
Housing Program 2.1. Continue to use the City-wide Design Guidelines to facilitate small-lot development, small single-family units and single-family attached units through consideration of decreased setbacks, zero-lot lines, lot	Public Works & Community Development Department	24 VL 34 M 40 AM	2007-2014	The city allows this type of small lot development through the Planned Unit Development process. Small developments have taken advantage of the	Consider establishing an overlay district or establish development

Program	Responsible Agency	Quantified Objective	Timeframe	Current Status	Next Steps
<i>clustering through the Planned Development process, and/or shared parking provisions in appropriate locations.</i>				flexible development standard allowances to cluster the development. The City also has City-Wide Design guidelines that include guidelines for small and cluster development proposals, especially in the hillside areas, with the goal to preserve existing natural areas and provide for the maximum amount of open space.	standards for small-lot developments in addition to the existing Planned Unit Development regulations.
<i>Housing Program 2.2. Allow manufactured housing in residential districts in accordance with applicable State and federal laws, and require such units to meet local standards for elements such as siding, roofing, and type of foundation, to the extent allowed by State and federal law.</i>	<i>Public Works & Community Development Department</i>	<i>6 VL</i>	<i>Ongoing</i>	The City allows manufactured housing provided that it meets certain development standards related to architecture including siding, roofing, etc.	Continue to implement applicable local, State and Federal laws pertaining to manufactured housing.
<i>Housing Program 2.3. Amend the Zoning Ordinance to provide standards for including housing in locations that allow mixed-use development in appropriate locations, and work with developers to facilitate housing production.</i>	<i>Public Works & Community Development Department, Planning Commission, City Council</i>	<i>Zoning Ordinance Amendment</i>	<i>Within one year of Housing Element Adoption</i>	The City continues to maintain a Mixed Use land use designation in the General Plan. The City has completed preliminary research and analysis for an upcoming Mixed Use Ordinance. The City has also held preliminary study sessions in regards to establishing Mixed Use Zoning.	Establish a mixed use zoning district in the City that is in conformance with the General Plan Mixed Use Land Use designation.
<i>Housing Program 2.4. Continue to provide appropriate flexible parking requirements that allow shared use in locations being considered for higher-density housing development.</i>	<i>Public Works & Community Development Department, Planning Commission, City Council</i>	<i>N/A</i>	<i>2001-2014</i>	Shared use and reduced parking can be granted through a use permit pursuant to Section 18.55 of the Zoning Ordinance. The City has reviewed and approved various parking reductions in selected locations throughout the City. The City recently completed an ordinance amendment that allows reduced parking requirements (15% reduction) in areas adjacent to transit and within priority development areas	Implement recently adopted ordinance amendment to allow parking reductions for multi-family residential within transit and priority development areas and consider parking reductions elsewhere as warranted.
<i>Housing Program 2.5. Planning staff shall evaluate existing development review regulations and procedures to further streamline and give priority to projects that provide affordable housing. Building and Engineering staff shall study ways to mitigate the cost of construction, for example by revising engineering standards and working with the local Fire District to allow for narrower street widths, rolled curbs and parking bays, and</i>	<i>Public Works & Community Development Department Planning Commission City Council</i>	<i>N/A</i>	<i>Submit report to the Planning Commission in 2011</i>	Projects that include affordable housing are processed in an efficient manner. The City would give priority for projects that exceed the minimum affordable housing requirement. Various Ordinance Amendments adopted in 2011 have implemented additional	Continue to be flexible with City requirements affecting the cost of construction materials. Review and modify, if appropriate, engineering

Program	Responsible Agency	Quantified Objective	Timeframe	Current Status	Next Steps
<p><i>considering allowing use of less expensive building materials, such as plastic for storm drainage pipes, provided applicable code requirements are satisfied.</i></p>				<p>streamlining as noted below:</p> <ul style="list-style-type: none"> • Allowing minor adjustments to various parking development standards including parking dimensions, landscape requirements, driveway material through the Zoning Administrator. • A new minor exception process that allows various deviations to various development standards such as setbacks, landscape requirements, lot coverage, projections, and open space through the Zoning Administrator. <p>In addition, the City works with developers to look for ways to reduce the cost of construction, including not requiring sidewalks and allowing narrower streets. The City has considered and approved alternative materials that may be more cost effective than traditional methods and materials.</p>	standards to reduce public infrastructure costs for affordable housing projects.
<p><i>Housing Program 2.6. Update the Zoning Ordinance to provide a definition and development standards for single-room-occupancy (SRO) housing in appropriate locations.</i></p> <p><i>The City will process an amendment the Zoning Ordinance to provide a definition and development standards to encourage and facilitate development of SRO housing in appropriate locations. This type of housing can help to address the needs of very-low- and extremely-low-income households such as college students and service sector employees.</i></p>	Public Works & Community Development Department, Planning Commission, City Council	Zoning Ordinance Amendment, 40 SRO	2010-2011	The City is in process of completing an ordinance amendment to allow single-room occupancy projects with associated development standards. Study sessions have already been held with the Planning Commission on this ordinance amendment and a recommendation has been forwarded to the City Council for consideration.	Finalize and adopt a single-room occupancy by Spring 2012.

Program	Responsible Agency	Quantified Objective	Timeframe	Current Status	Next Steps
Housing Goal 3. Increase housing opportunities for people of limited incomes.					
Housing Policy 3A.	Facilitate construction of affordable housing by favoring new projects that include units for lower-income segments of the community.				
Housing Policy 3B.	Look for opportunities to promote the development of housing affordable and available to those who work in Pleasant Hill.				
Housing Policy 3C.	Participate in programs assisting production of affordable units in order to provide housing for low- and moderate-income households.				
Housing Policy 3D.	Provide direct assistance to individuals and households needing affordable housing.				
<p><i>Housing Program 3.1. Continue to provide a density bonus for development of affordable and senior housing.</i></p> <p><i>The City's Density Bonus Ordinance, adopted in June 1993 (updated in 2005), provides a minimum 5% to 20% increase in density with additional density bonuses up to a maximum increase of 35% in density if additional target units are provided, and up to three additional incentives, or financially equivalent incentives, if the development provides additional target units.</i></p>	<p><i>Planning Commission and City Council</i></p>	<p>10 VL 30 L (Senior)</p>	<p>2007-2014</p>	<p>The City adopted a density bonus ordinance that complies with the State requirements (See Section 18.20.150 of the Zoning Ordinance).</p>	<p>Continue to update the density bonus ordinance to be in conformance with State law as needed.</p>
<p><i>Housing Program 3.2. Allow developers to satisfy affordable housing requirements by providing units elsewhere in the city when inclusion of affordable units within the development is not feasible.</i></p>	<p><i>Public Works & Community Development Department, Redevelopment Agency, Planning Commission, City Council</i></p>	<p>N/A</p>	<p>2007-2014</p>	<p>The City allows an in-lieu fee to be paid instead of providing the actual affordable housing units within the project. This money can be used to provide units elsewhere in the City. The City has collected \$250,000 from in-lieu fees. That money has been placed in a dedicated interest bearing account (not co-mingled), and can only be used to fund affordable housing per City Council resolution. No in-lieu fees were collected in the current reporting period.</p>	<p>Continue to implement the inclusionary housing ordinance, including allowing in-lieu fees as appropriate.</p> <p>Continue to review the in-lieu fees every odd year to determine whether the fees are appropriate</p>
<p><i>Housing Program 3.3. Require all housing projects of five or more units to include affordable housing.</i></p> <p><i>Developers may satisfy the requirements of the City's Affordable Housing Ordinance by providing at least:</i></p> <ul style="list-style-type: none"> <i>5 percent of the base density for occupancy by very low income households, or</i> 	<p><i>Public Works & Community Development Department, Redevelopment Agency, Planning Commission, City Council</i></p>	<p>5 units per year, 13 VL 25 L</p>	<p><i>Feasibility analysis in 2012</i></p>	<p>No residential projects with five or more units were reviewed by the City in the current reporting period.</p>	<p>Continue to implement the inclusionary housing ordinance. Complete a feasibility analysis in 2012.</p>

Program	Responsible Agency	Quantified Objective	Timeframe	Current Status	Next Steps
<ul style="list-style-type: none"> 10 percent for low income households, or 25 percent for qualifying senior residents, or 20 percent second units (in single-family projects). <p>In order to ensure that this policy does not pose an undue constraint to housing production, the City will prepare a feasibility analysis of the inclusionary housing ordinance in 2012 to reflect current market conditions. The feasibility study will explore options to streamline and clarify the alternative compliance process. The City will also evaluate impacts to market rate housing related to current market conditions....If the ordinance presents an obstacle to the development of the City's fair share of regional housing needs, the City will revise the ordinance accordingly.</p>					
<p>Housing Program 3.4. Continue to publicize the opportunity to construct secondary units.</p> <p>The City's secondary unit ordinance (adopted 1989), was amended in 2003 to comply with State law making the process ministerial. Secondary units help to address the needs of very-low- and extremely-low-income households. The City will continue to inform the public about this process with advertising such as articles in the City's newsletter, which is mailed to all homeowners on a bi-monthly basis. A secondary unit brochure and other outreach materials could be made available to residents and/or posted on the City's website.</p>	Public Works & Community Development Department	N/A	2007-2014	The City allows attached secondary units in all single-family residential zoning districts. The City has provided information to its citizens through various media methods including mail out and newsletters.	Continue to encourage attached secondary units when proposed.
<p>Housing Program 3.5. Use Redevelopment Agency funds to leverage State and federal funds, and encourage the use of private financing mechanisms, to assist in the production of affordable housing.</p> <p>Funding mechanisms that should continue to be explored include the HCD Multifamily Housing Program, federally subsidized Section 221 (d)(4), Section 8 or Section 202 programs, Community Development Block Grants, tax-exempt bond financing, federal HOME program funds, administrative fees collected by the County Housing Authority, and favorable financing made available</p>	Redevelopment Agency City Manager's Designee	\$100,000 per year, 10 L and 10 M per year	Apply for available funding annually	No State or Federal funds for affordable housing were leveraged during this reporting period.	Due to the dissolution of redevelopment by action of the State of California, the City will no longer have an affordable housing fund financed by redevelopment to assist in the funding of this program.

Program	Responsible Agency	Quantified Objective	Timeframe	Current Status	Next Steps																					
<p>through financial institutions, to assist low- and moderate-income households.</p> <p>The City shall apply for State and Federal monies for direct support of low-income housing construction and rehabilitation. The Redevelopment Agency shall continue to assess potential funding sources, such as, but not limited to, the Community Development Block Grant (CDBG), and HOME. The City shall also seek State and Federal funding specifically targeted for the development of housing affordable to extremely-low-income households. The City shall promote the benefits of this program to the development community by posting information on its website and creating a handout to be distributed with land development applications.</p>					Continue to work with County staff regarding the development of affordable housing where feasible.																					
<p>Housing Program 3.6. Use redevelopment housing set-aside funds to fund housing programs throughout the city. California Redevelopment Law requires the Redevelopment Agency to set aside 20 percent of the total tax increment revenue generated annually for the preservation or production of housing for low and moderate income households.</p> <p>The Redevelopment Agency's estimate of new units assisted and annual expenditures for Plan Period 2010-2014 are as follows:</p> <table><tr><td></td><td>Estimated New Units Assisted</td><td>Estimated Expenditures</td></tr><tr><td>2009-10</td><td>0</td><td>\$235,000</td></tr><tr><td>2010-11</td><td>0</td><td>235,000</td></tr><tr><td>2011-12</td><td>0</td><td>235,000</td></tr><tr><td>2012-13</td><td>56</td><td>461,000</td></tr><tr><td>2013-14</td><td>54</td><td>556,000</td></tr><tr><td>Total</td><td>110</td><td>\$1,722,000</td></tr></table> <p>Included in the estimated expenditures for each year is an annual amount (\$235,000) for debt previously incurred for development of the Grayson Creek Apartments affordable housing project. This amount will recur annually until the debt is paid in full (2031). As part of the development of site #2 on the sites inventory (Woodsworth parcel), the Redevelopment Agency will</p>		Estimated New Units Assisted	Estimated Expenditures	2009-10	0	\$235,000	2010-11	0	235,000	2011-12	0	235,000	2012-13	56	461,000	2013-14	54	556,000	Total	110	\$1,722,000	Public Works & Community Development Department, Redevelopment Agency-City Manager's Designee	\$450,000 per year; \$3.3 million total between 2007 and 2014	2007-2014	<p>The Pleasant Hill Redevelopment Agency spends \$235,000 per year funding Grayson Creek Apartments which are 100% affordable. Also, the Redevelopment Agency budgets \$160,000/yr of its low/mod housing money to fund its Housing Rehabilitation Loan Program. It also budgeted \$200,000/yr in this budget cycle to assist affordable housing.</p>	<p>Continue to fund the Housing Rehabilitation loan program; continue to fund Grayson Creek; and continue to assist non-profit organizations that provide affordable housing in Pleasant Hill using proceeds from previously approved loans as they are paid off and any other new grant funding sources that may become available.</p> <p>Due to the dissolution of redevelopment by action of the State of California, the City will no longer have an affordable housing fund financed by redevelopment to assist in the funding of this program.</p>
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Program	Responsible Agency	Quantified Objective	Timeframe	Current Status	Next Steps
contribute the parcel at no cost to a local non-profit, sweat-equity developer, such as Habitat for Humanity.					
<p>Housing Program 3.7. Invite non-profit housing developers to work with the City in promoting and encouraging affordable housing.</p> <p>The City has worked with non-profit housing developers on past projects and will continue cooperative efforts in the future with these or other interested nonprofit developers.</p>	Public Works & Community Development Department, Redevelopment Agency	N/A	2007-2014	The City is having on-going discussions with another non-profit housing provider concerning the purchase of an existing apartment complex.	Continue to work with affordable non-profit housing developers to provide affordable housing in Pleasant Hill.
<p>Housing Program 3.8. Provide developers with the opportunity to utilize tax-exempt revenue bonds.</p> <p>Table H11 lists three senior developments where the City provided tax exempt financing: Ellinwood and Chateau I and III. Through the remainder of the Housing Element Planning Period, the City will continue to offer support to developers through tax exempt financing where affordable housing will be produced.</p>	Redevelopment Agency-City Manager's Designee	100 L	Ongoing	During this reporting period, the City did not use/issue any tax-exempt revenue bonds.	<p>The City will continue to offer support to developers through tax-exempt financing when affordable housing will be produced and where feasible.</p> <p>Due to the dissolution of redevelopment by action of the State of California, the City will no longer have an affordable housing fund financed by redevelopment to assist in the funding of this program.</p>
<p>Housing Program 3.9. Use monies in the Housing Trust Fund to assist in the development of affordable housing.</p> <p>Revenue for the trust fund comes from "in-lieu" fees provided from the inclusionary unit ordinance. The potential uses of these funds include: land acquisition for below market rate housing, buy-downs on mortgages for purchasers of below market rate units, capital improvements to below market rate housing, etc.</p>	Redevelopment Agency, Planning Commission, City Council	N/A	2007-2014	None during this reporting period.	<p>Due to the dissolution of redevelopment by action of the State of California, the City will no longer have an affordable housing fund financed by redevelopment to assist in the funding of this program.</p> <p>Continue to research ways to assist development of affordable</p>

Program	Responsible Agency	Quantified Objective	Timeframe	Current Status	Next Steps
					housing with the use of housing in-lieu funds.
Housing Program 3.10. Continue to participate in the Contra Costa County Mortgage Credit Certificate Program for first-time homebuyers.	Redevelopment Agency-City Manager's Designee	10 M	2007-2014	None during this reporting period. Information about the MCC program is also on the City's website.	Continue to refer prospective buyers to the MCC program as long as funding remains available.
Housing Program 3.11. Continue to investigate concepts and funding sources for a homeownership assistance program. The City will continue to explore the possibility of providing assistance to people who cannot afford to buy a home with priority given to those who work in the city, but cannot afford the cost of housing, for example, teachers, police officers and those who work in City government. Other potential target groups are first-time homebuyers of lower- and moderate-income levels, and large families.	Planning Commission, City Council, Redevelopment Agency City Manager's Designee	N/A	Investigate and apply for available funding annually	No action was taken during this reporting period.	Continue to search for funding sources to assist low-income families purchase homes. Due to the dissolution of redevelopment by action of the State of California, the City will no longer have an affordable housing fund financed by redevelopment to assist in the funding of this program.
Housing Program 3.12. Maintain appropriate standards for use by the Architectural Review Commission in the processing of affordable housing developments. The Architectural Review Commission reviews all new residential proposals. It typically reviews development plans for landscaping, design of buildings, and provisions for accessibility for the disabled.	Public Works & Community Development Department, City Council	N/A	2007-2014	Design Guidelines have been adopted and are currently in use for residential and non-residential development projects.	Consider whether different design standards should apply to 100% affordable housing projects. Modify the design guidelines appropriately within a year of Housing Element adoption.
Housing Program 3.13. Continue to provide fast-track permit processing for affordable housing developments.	Public Works & Community Development Department, City Council	N/A	2007-2014	Policies have been established to expedite affordable housing projects through the City's various processes.	Continue expediting affordable housing projects when submitted to the City.
Housing Program 3.14. Lot Consolidation for Affordable Housing The City will play an active role in facilitating lot consolidation for the parcels listed in Table H22, particularly for parcels on Site 1 (Jewell Lane) and Site 4 (Cleaveland and Beatrice). For example, the City will work with non-profit developers and owners of smaller	Public Works & Community Development Department, City Council Redevelopment Agency, City Manager's Designee	N/A	2007-2014	A draft voluntary parcel merger ordinance is currently under consideration by the City Council. The City encourages lot consolidation on smaller and under-utilized lots where appropriate. The City has a	Adopt a parcel merger ordinance amendment. Consider additional incentives to encourage lot consolidation.

Program	Responsible Agency	Quantified Objective	Timeframe	Current Status	Next Steps
<p>sites to identify and consolidate parcels to facilitate the development of housing affordable to lower-income households. The lot consolidation procedure will also be posted on the City website and discussed with developers during the preliminary review team process. Lot consolidation requests will be processed as expeditiously as possible in compliance with all applicable state and local laws and regulations; and local ordinances will be amended to establish processes for expediting lot consolidation procedures. Incentives offered for lot consolidation could include allowing higher densities on consolidated parcels, flexibility in development standards, expedited processing and/or reduced fees related to consolidation. In addition, the City will provide marketing materials for residential opportunity sites and provide technical assistance to interested developers, including technical assistance to acquire necessary funding.</p> <p>The City will encourage and facilitate development on underdeveloped sites on Site 1 (Jewell Lane) by providing assistance with entitlement processing, provide marketing materials for residential opportunity sites and providing technical assistance to interested developers; including technical assistance to acquire necessary funding, offering to pay the fees from the affordable housing fund for affordable housing projects, and providing financial support when available. The City will monitor and evaluate development of underdeveloped parcels and report on the success of strategies to encourage residential development in its Annual Progress Reports required pursuant to Government Code Section 65400. If identified strategies are not successful in generating development interest, the City will evaluate additional methods for encouraging and facilitating development.</p>				<p>density bonus ordinance in place to provide incentives for development of affordable housing. The City also currently has a mechanism for providing flexible development standards through its Planned Unit Development regulations and through various adopted Specific Plans.</p>	<p>Monitor development on City underdeveloped parcels and report to the City Council and the Department of Housing and Community Development.</p> <p>Provide marketing materials for residential opportunity sites and provide technical assistance to interested developers, including technical assistance to acquire necessary funding.</p> <p>Due to the dissolution of redevelopment by action of the State of California, the City will no longer have an affordable housing fund financed by redevelopment to assist in the funding of this program.</p>

Program	Responsible Agency	Quantified Objective	Timeframe	Current Status	Next Steps
Housing Goal 4. Improve housing conditions for people with special needs.					
Housing Policy 4A.	Provide incentives for and encourage development of senior housing, and housing for the developmentally, mentally and physically disabled, at sites where proximity to services and other features make it desirable.				
Housing Policy 4B.	Support efforts to provide temporary shelter for homeless persons.				
<i>Housing Program 4.1. Continue to provide a density bonus for senior housing. Incentives must be created to encourage developers to build senior housing. The current density bonus ordinance provides a density bonus of up to 20 percent if any development includes at least 35 units.</i>	<i>Planning Commission, City Council</i>	<i>N/A</i>	<i>2007-2014</i>	<i>The City's adopted density bonus ordinance notes that a density bonus is granted for any senior housing project of 35 units or more.</i>	<i>None needed.</i>
<i>Housing Program 4.2. Facilitate projects that provide units meeting federal, State and local requirements.</i> <i>Population groups in the City with special needs include the physically handicapped. Currently, the City enforces State-mandated requirements for rental housing units (Title 24). The City will study methods to provide ownership housing that can be equipped with handicapped facilities. The City has adopted a Reasonable Accommodation Ordinance and will provide fast-track processing and other incentives to facilitate the production of housing targeted to persons with disabilities.</i>	<i>Planning Commission</i>	<i>N/A</i>	<i>2007-2014</i>	<i>The City has approved two reasonable accommodation requests to allow for housing for persons with disabilities.</i>	<i>Continue to attempt to assist those projects that provide units that meet federal, State and local requirements.</i>
<i>Housing Program 4.3. Encourage housing for the mentally disabled.</i> <i>The City will work with nonprofit developers of housing for the mentally disabled to identify and develop adequate sites. The City will apply to the County for CDBG monies and assist with tax exempt financing for land and/or building purchase and/or lease.</i>	<i>Planning Commission, Redevelopment Agency</i>	<i>6 VL 6 L</i>	<i>Consult with nonprofits and apply for funding annually</i>	<i>The zoning ordinance allows facilities for the mentally disabled. No approvals for housing for the mentally disabled occurred during the current reporting period.</i>	<i>None needed.</i>
<i>Housing Program 4.4. Amend the Zoning Ordinance to facilitate the provision of emergency homeless shelters, transitional and supportive housing as required by section 65583 of the Government Code (SB 2).</i> <i>SB 2 of 2007 requires all jurisdictions with an unmet need to identify at least</i>	<i>Public Works & Community Development Department, Planning Commission, City Council</i>	<i>Zoning Ordinance Amendment</i>	<i>Within one year of Housing Element adoption</i>	<i>Research has begun to analyze impacts and standards in preparation of a zoning ordinance amendment. The City has already completed study sessions in preparation of an ordinance amendment in compliance with State and Federal regulations.</i>	<i>Amend the zoning ordinance to address and provide appropriate development standards for emergency homeless shelters,</i>

Program	Responsible Agency	Quantified Objective	Timeframe	Current Status	Next Steps
<p>one zone where emergency shelters may be established by-right, subject to specific development standards. The City has conducted a preliminary review of the Light Industrial zone for its suitability to accommodate emergency shelters. This zone encompasses approximately 37 acres and could accommodate shelter facilities to meet the City's needs. A review of the properties in the Light Industrial zone revealed 11 vacancies. Building sizes range from 1,000 square feet to 33,000 square feet. Property records show that there are 19 buildings in this zone, however some of these buildings have been subdivided into small units.</p> <p>The City Council will make the final determination regarding which zone(s) is most appropriate for this purpose and will process an amendment to the Code within one year of Housing Element adoption in compliance with SB 2. As part of the Code amendment, appropriate findings and development standards will be adopted in conformance with SB 2 to encourage and facilitate emergency shelters while ensuring community compatibility.</p> <p>SB 2 also requires that transitional and supportive housing be considered a residential use subject to the same requirements and procedures that apply to other residential uses in the same district. The City will process an amendment to the Code within one year of Housing Element adoption to clarify the Code's conformance with this requirement.</p>					transitional and supportive housing in specific zoning districts.
<p>Housing Program 4.5. Monitor statistics from police, county agencies or private organizations regarding homeless shelter needs.</p> <p>A survey of the city's homeless, in conjunction with HomeBase (Contra Costa County's umbrella organization for the homeless), was conducted in the early 2009. That count determined 128 <u>116 unsheltered</u>-homeless persons live in Pleasant Hill.</p>	Public Works & Community Development Department Redevelopment Agency City Manager's Designee	N/A	2007-2014	The City participated in the most recent homeless count in 2011	The City will continue to correspond with local homeless agencies.

Program	Responsible Agency	Quantified Objective	Timeframe	Current Status	Next Steps
Housing Goal 5. Protect and rehabilitate the existing housing stock.					
Housing Policy 5A.	Maintain and enhance the quality of Pleasant Hill's neighborhoods so they will retain their value as they mature.				
Housing Policy 5B.	Preserve Pleasant Hill's existing housing stock in habitable condition.				
Housing Policy 5C.	Ensure that new residential development is compatible with surrounding neighborhoods.				
Housing Policy 5D.	Encourage single-family remodeling, and require additions to reflect the mass and scale of adjacent homes.				
Housing Policy 5E.	Provide public services and improvements that keep neighborhoods safe and livable.				
<i>Housing Program 5.1. Retain existing residential zoning and discourage non-residential uses in residential zones.</i>	<i>Planning Commission, City Council</i>	<i>N/A</i>	<i>2007-2014</i>	The City has not approved any rezoning of property from residential to non-residential. Most non-residential uses require a use permit and result in substantial analysis before the use is granted.	Continue to discourage requests to re-zone properties from residential to non-residential.
<i>Housing Program 5.2. Continue the Neighborhood Preservation program to provide low interest loans for rehabilitation of homes owned or occupied by low to moderate income households.</i> <i>This program is publicized via pamphlets available at City Hall and the public library, contacting neighborhood groups in older residential areas, and increasing building code enforcement tied to the availability of rehabilitation loans for specific areas.</i>	<i>Redevelopment Agency, City Manager's Designee</i>	<i>2 units per year, 5 L 10 M</i>	<i>2007-2014</i>	No residents were referred to the program during this reporting period.	Due to the dissolution of redevelopment by action of the State of California, the City will no longer have an affordable housing fund financed by redevelopment to assist in the funding of this program. Continue to use the Neighborhood Preservation program as funds from payoff of existing loans become available.
<i>Housing Program 5.3. Continue the City's Housing Rehabilitation Loan Program.</i>	<i>Redevelopment Agency City Manager's Designee</i>	<i>5 units per year, 20 VL, 15 L</i>	<i>2007-2014</i>	Over the course of this reporting period, the City Housing Rehab program assisted seven affordable homes with \$149,000 in loans and \$13,925 in grants.	Due to the dissolution of redevelopment by action of the State of California, the City will no longer have an affordable housing fund financed by redevelopment to assist in the funding of this program. Continue the Rehabilitation Loan program as funds from payoff

Program	Responsible Agency	Quantified Objective	Timeframe	Current Status	Next Steps
					of existing loans become available.
<p><i>Housing Program 5.4. Periodically evaluate the need for residential rehabilitation.</i></p> <p><i>The City maintains information about the neighborhood surveys it has conducted to determine housing condition and the need for rehabilitation. The City will monitor both and will conduct neighborhood surveys every two years.</i></p>	<p><i>Public Works & Community Development Department</i> <i>Redevelopment Agency</i> <i>City Manager's Designee</i></p>	N/A	2007-2014	City Staff has not surveyed older neighborhoods during this reporting period.	Continue to survey older neighborhoods as necessary.
<p><i>Housing Program 5.5. Monitor the city's residential districts for housing suitable for rehabilitation or code enforcement.</i></p>	<p><i>Public Works & Community Development Department</i></p>	N/A	2007-2014	City housing staff works in conjunction with code enforcement when necessary to assist homeowners comply with housing code violations.	Continue this program.
<p><i>Housing Program 5.6. Preserve neighborhood appearance through the enforcement of City ordinances.</i></p>	<p><i>Public Works & Community Development Department</i></p>	N/A	2007-2014	The City Code Enforcement Officer regularly enforces the City Community Beautification Ordinance to ensure that City maintains an attractive appearance.	Continue to maintain the City's appearance through Code Enforcement procedures.
<p><i>Housing Program 5.7. Review the Capital Improvement Program (CIP) to determine priorities to maintain the community's older residential neighborhoods.</i></p> <p><i>This review will verify that those areas needing improvement are scheduled for funding to address the identified need at a specific time in the future.</i></p>	<p><i>Public Works & Community Development Department, Planning Commission, City Council</i></p>	N/A	2007 and every other year thereafter	On a bi-annual basis, the City completes a Capital Improvement Program that includes infrastructure improvement projects in all areas of the City. Because older portions of the City have older infrastructure, they are normally targeted for areas of improvement, including roads, sidewalks, etc.	Continue reviewing the CIP on a bi-annual basis.

Housing Goal 6. Preserve the City's affordable housing stock whenever and wherever feasible.

Housing Policy 6A.	Discourage the conversion of older residential units to other uses.
Housing Policy 6B.	Ensure that units produced for low- and moderate-income households are made available to those households and maintained as affordable units.
Housing Policy 6C.	Prohibit conversion of multifamily rental units to market rate condominiums if such conversions would reduce the number of rental apartments to less than 20 percent of the city's housing stock or if the rental apartment vacancy rate in the City is below 5 percent.

Program	Responsible Agency	Quantified Objective	Timeframe	Current Status	Next Steps
<i>Housing Program 6.1. Prohibit the conversion of assisted housing units to market rate for as long as possible and no less than 55 years after initial occupancy.</i>	<i>Public Works & Community Development Department, Redevelopment Agency, City Manager's Designee Planning Commission, City Council</i>	N/A	2007-2014	No affordable units converted to market-rate during this reporting period.	Continue to monitor the affordable units at Gallerywalk and repurchase them as necessary if feasible. Due to the dissolution of redevelopment by action of the State of California, the City will no longer have an affordable housing fund financed by redevelopment to assist in the funding of this program.
<i>Housing Program 6.2. Identify assisted dwelling units at risk of conversion to market rate and work with property owners to preserve the units for low-income families.</i>	<i>Redevelopment Agency-City Manager's Designee</i>	N/A	2007-2014	The City maintains a list of affordable units and periodically rechecks it. During this period, no units were at risk of converting.	Continue to monitor the affordable units and assist with keeping them affordable when and where feasible. Due to the dissolution of redevelopment by action of the State of California, the City will no longer have an affordable housing fund financed by redevelopment to assist in the funding of this program.
<i>Housing Program 6.3. Ensure that occupants of below market rate ownership units meet specified income requirements at time of purchase.</i> <i>This program will augment the City's requirement to preserve affordable units for 55 years by ensuring that only qualified occupants are the beneficiaries of below market-rate ownership units.</i>	<i>Planning Commission City Manager's Designee and Redevelopment Agency</i>	N/A	2007-2014	The City qualifies all purchasers of affordable units and requires annual reports from all properties that have affordable rental units.	Continue this process.
<i>Housing Program 6.4. Require resale and rental controls on below market rate units provided through the inclusionary housing provisions or</i>	<i>Public Works & Community Development Department,</i>	N/A	2007-2014	The City and Redevelopment Agency have resale and rental controls on all assisted units.	Continue this process.

Program	Responsible Agency	Quantified Objective	Timeframe	Current Status	Next Steps
through public assistance. The City's inclusionary ordinance is a requirement that has been imposed on all residential development since 1996.	Planning Commission, City Council				
Housing Program 6.5. Explore a variety of tools for preserving assisted units, including monitoring at-risk units, participating in acquisition of below-market rental units by tenants or non-profits, facilitating refinancing or purchase of developments from owners who file a notice indicating that they intend to opt out of a subsidy agreement, and providing technical and relocation assistance to tenants.	Redevelopment Agency -City Manager's Designee	25 VL	2007-2014	City staff continues to explore ways for preserving assisted units.	Continue to explore the development of an affordability covenant program as feasible. Due to the dissolution of redevelopment by action of the State of California, the City will no longer have an affordable housing fund financed by redevelopment to assist in the funding of this program.
Housing Program 6.6. Enforce existing condominium conversion ordinance. Prohibit further conversions unless the threshold percentage of apartments is below 20 percent and if the apartment vacancy rate is below 5 percent.	Planning Commission, City Council	N/A	2007-2014	No condominium conversion requests were received during the most recent planning period.	Continue to enforce the City's Condominium Conversion Ordinance.
Housing Program 6.7. Regularly evaluate the proportion of rental apartments in the city to ensure appropriate implementation of the condominium conversion ordinance.	Public Works & Community Development Department	N/A	2007-2014	Rental units account for approximately 31% of the City's dwelling units.	Continue to monitor the proportion of rental units in the City.
Housing Program 6.8. Require all assisted housing units to submit reports on a timely basis demonstrating compliance with the recorded affordability agreements.	Public Works & Community Development Department City Manager's Designee Redevelopment Agency	N/A	2007-2014	All assisted affordable housing complexes and single-family units submit annual reports demonstrating compliance.	Continue this program.

Program	Responsible Agency	Quantified Objective	Timeframe	Current Status	Next Steps
Housing Goal 7. Ensure equal housing opportunities for all.					
Housing Policy 7A. Ensure that individuals and families seeking housing in Pleasant Hill are not discriminated against on the basis of age, disability, gender, sexual orientation, family structure, national origin, ethnicity, religion, lawful occupation, or other similar factors.					
Housing Program 7.1. Continue to refer all reports of housing discrimination to the local fair housing-related non-profit that is funded by the County CDBG program.	Redevelopment Agency City of Pleasant Hill	N/A	2007-2014	Instead of a formal agreement with Housing Alliance, the City falls under the County's CDBG "umbrella". As such, residents with discrimination complaints are referred to those housing counseling services.	Continue to refer residents to appropriate agencies.
Housing Program 7.2. Develop guidelines for implementing the City's recently adopted reasonable accommodation ordinance and review the Zoning Ordinance to identify other provisions that could pose constraints on the development of housing for persons with disabilities and reduce or eliminate constraints through appropriate ordinance amendments. The City will complete its reasonable accommodation ordinance implementation guidelines, review the Zoning Ordinance for any further amendments needed to reduce or eliminate constraints on development of housing for persons with disabilities, and review its building codes and processing procedures as well as work with developers to ensure ADA and Title 24 compliance and other elements and factors related to livability.	Public Works & Community Development Department	N/A	2007-2014	Guidelines for reasonable accommodation requests have been developed and are currently in use by staff when requests are made.	Continue to use the guidelines when reviewing reasonable accommodation requests. Periodically review the reasonable accommodation ordinance to make additional amendments as appropriate.
Housing Program 7.3. Promptly address complaints of discrimination in the sale, rent, and development of housing in Pleasant Hill. The City's procedure is to refer these types of complaints to the County funded non-profit fair-housing agency, such as SHELTER Inc., or Pacific Community Services.	Redevelopment Agency City of Pleasant Hill	N/A	2007-2014	All complaints of housing discrimination are promptly addressed.	Continue with this action.
Housing Program 7.4. Encourage developers to provide amenities for single heads of households, the disabled, and senior citizens. For example, an amenity that would encourage housing opportunities for single heads of households would be the provision of childcare centers. An	Architectural Review Commission, Planning Commission	N/A	2007-2014	Require multi-family projects to provide recreational facilities, when senior centers are proposed, appropriate amenities are provided.	Continue to review appropriate project and require amenities to serve the project.

Program	Responsible Agency	Quantified Objective	Timeframe	Current Status	Next Steps
<i>amenity in a new residential community for the disabled might be walkways to accommodate wheelchair access. And a housing development could promote social interaction among residents of all ages with the addition of a clubhouse or other recreational facility.</i>					
Housing Goal 8. Require energy conserving practices in the maintenance of existing dwellings and in new residential development, additions and remodeling.					
Housing Policy 8A.	Encourage energy conservation practices for new and existing residential dwellings.				
Housing Policy 8B.	Encourage the use of green building and sustainable practices for new and renovation projects throughout the City.				
<i>Housing Program 8.1. Enforce the State's Energy Conservation Standards for new residential construction and additions to existing structures.</i>	<i>Building Services Division</i>	N/A	2007-2014	Projects are required to comply with Title 24 standards, which includes the State of California "Green Building Requirements" through the building permit process.	Continue to require compliance with Title 24 requirements and any new energy conservation requirements originated from the State.
<i>Housing Program 8.2. Encourage innovative designs to maximize passive energy efficiency.</i>	<i>Architectural Review Commission, Planning Commission</i>	N/A	2007-2014	The City-wide design guidelines include recommendations to incorporate design that encourage energy efficiency and other green methods that result in energy and cost savings.	Continue to encourage new development to incorporate energy efficiency techniques into projects.
<i>Housing Program 8.3. Provide information to the public, and support efforts by public utilities, to encourage home conservation practices.</i>	<i>Public Works & Community Development Department</i>	N/A	2007-2014	The City has worked cooperatively with utilities (PG&E, EBMUD) to promote energy conservation and provide education to the public.	Continue to work with utilities to support efforts to conserve energy. Provide information to the public about home conservation practices through the internet, city newsletter and other forms of media.

Program	Responsible Agency	Quantified Objective	Timeframe	Current Status	Next Steps
<i>Housing Program 8.4. Encourage use of sustainable and innovative building practices and materials. Provide public information concerning accepted and available sustainable building practices in partnership with groups promoting those practices. Amend the City's Building Code as needed to be consistent with the future State of California Green Building Standards Code when it is in effect.</i>	<i>Public Works & Community Development Department, Architectural Review Commission, Planning Commission, City Council</i>	N/A	2010-2011	The City continues to encourage incorporating sustainable and innovative building practices and materials through the design review process. In addition, the City Building Code has been amended to require compliance with the State of California Green Building Standards Code.	Continue to encourage sustainable building practices through the design review process.
<i>Housing Program 8.5. Expand the Housing Rehabilitation Loan program to include the purchase and installation of solar (photovoltaic) energy systems for low-income homeowners.</i>	<i>Redevelopment Agency City Manager's Designee</i>	3 loans per year	2010-2011	The Housing Rehabilitation Loan program now allows photovoltaic installations. One installation has been completed during this reporting period.	Due to the dissolution of redevelopment by action of the State of California, the City will no longer have an affordable housing fund financed by redevelopment to assist in the funding of this program. Continue the program as feasible with funding from paid off loan proceeds.
Housing Goal 9. Facilitate public participation in the formulation and review of the City's housing and development policies.					
Housing Policy 9A. Implement procedures to provide the public with enhanced notification.					
<i>Housing Program 9.1. Provide enhanced public notification for Neighborhood, Area-Wide and City-Wide Projects.</i> <i>Continue to implement enhanced public notification for projects based on the impact of the project; either on a neighborhood, area-wide or City-wide level.</i>	<i>Public Works & Community Development Department, Redevelopment Agency</i>	N/A	2007-2014	The City provides enhanced noticing for neighborhood, area-wide and city-wide projects.	Continue to provide enhanced noticing for projects when deemed appropriate.

EXHIBIT C

RESOLUTION NO. 5-12

A RESOLUTION OF THE PLANNING COMMISSION, CITY OF PLEASANT HILL, RECOMMENDING THE CITY COUNCIL ACCEPT THE ANNUAL REPORT OF THE CURRENT STATUS OF IMPLEMENTATION OF THE HOUSING ELEMENT AND GENERAL PLAN

WHEREAS, Section 65400 of the California Government Code requires that each planning agency report annually on the progress on the implementation of the General Plan; and

WHEREAS, the annual report has been prepared and submitted for Planning Commission review summarizing the progress that has been made in implementing the General Plan and Housing Element in 2011; and

WHEREAS, this annual report is statutorily exempt from environmental review under the California Environmental Quality Act (CEQA) pursuant to the Guidelines for the Implementation of CEQA, Section 15262, Feasibility and Planning Studies.

NOW, THEREFORE, BE IT RESOLVED, that the Planning Commission of the City of Pleasant Hill recommends the City Council accept the annual report and direct staff to transmit the report to the Governor's Office of Planning and Research and the State Department of Housing and Community Development.


ADOPTED by the Planning Commission, City of Pleasant Hill, on the 13th day of March, 2012.

AYES: Abbott, Bonato, Conn, Flaherty, Mascaro, Wallace, Vavrek

NOES: None

ABSTAIN: None

ABSENT: None



GREG FUZ, Secretary
Planning Commission

Approved as to form:



DEBRA S. MARGOLIS, City Attorney

